

DEPARTMENT OF
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
Military Bureau
Joint Force Headquarters, Maine National Guard
Camp Keyes, Augusta, Maine 04333-0033

16 October 2013

TECHNICIAN POSITION VACANCY ANNOUNCEMENT #13-103

POSITION: Supervisory Aircraft Flight Instructor (D0611000) (GS-2181-13) EXCEPTED POSITION

LOCATION: Deputy Chief of Staff, Aviation (DCSAV), AASF, Bangor, Maine

SALARY RANGE: \$81,823 to \$106,369 per annum

CLOSING DATE: 31 October 2013

AREA OF CONSIDERATION:

AREA I - All permanent and indefinite Officer (**O-4 and Below**) Technicians in the Maine Army National Guard.

AREA II - All Officers (**O-4 and Below**) of the Maine Army National Guard.

AREA III - Officers (**O-4 and Below**) eligible for membership in the Maine Army National Guard by 01 February 2014.

PERMANENT CHANGE OF STATION (PCS): PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

DUTIES: See attached duties and responsibilities.

QUALIFICATION REQUIREMENTS: Each applicant must show that they meet the General Experience, Specialized Experience, and Selective Placement Factors listed below; otherwise, the applicant may lose consideration for this job.

MINIMUM QUALIFICATION REQUIREMENTS: Possession of the appropriate pilot certificates and/or appropriate military ratings. Candidates must demonstrate possession of the knowledge and skills required for the work by meeting the minimum flight hour requirements, including recency of flight experience.

GENERAL EXPERIENCE: The applicant must be a rated pilot on flying status or become eligible to obtain the appropriate flight status; be proficient in the UH-60; possess the flying time established, and the certificates and ratings required for the position.

SPECIALIZED EXPERIENCE: Must have thirty-six (36) months of experience which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities.

1. Skill in managing personnel and aircraft.
2. Knowledge of risk management, aviation specific safety management programs and effective hazard reporting programs.
3. Knowledge of proper aviation training requirements.
4. Must have a minimum of 1000 hours of flight time.
5. Must be on current NGB Flight Status or eligible to obtain proper flight status within 12 months of hire.

SELECTIVE PLACEMENT FACTORS:

1. Must hold at least a SECRET Clearance. (Please provide copy of a current JPAS printout)
2. Must be NVG Pilot in Command in UH-60.
3. Must be UH-60 A/L Instructor Pilot Qualified.
4. Must have provide a current DA Form 4187 Medical Recommendation for Flying Duty, "Fit for Duty".

NOTE: These Selective Placement Factors become part of the minimum standard and **must be met** in order to qualify. **Your application needs to address these requirements.**

SPECIAL INFORMATION REQUIRED: **Applicants must provide documentation to substantiate that they meet all of the above requirements. Please enclose this documentation with your application.**

COMPATIBILITY CRITERIA: Officer Branch: 15, 67J

SELECTED RESERVE INCENTIVE PROGRAM (SRIP): Non-Technician Maine National Guard personnel who are SRIP participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped if selected as a permanent military Technician. Applicants should contact the MEARNG Incentive Manager at 430-5922 to determine any possible termination and/or recoupment actions that may result from accepting this position.

HOW TO APPLY: Detailed instructions are contained in an Instruction Guide titled "Technician Vacancy Announcement Guide" which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the TPVA". Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine

04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: ng.me.mearng.list.hro-applications@mail.mil

APPOINTMENT: Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

DISSEMINATION: Supervisors, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6017/COM (207) 430-6017 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

///S\\
CRAIG P. BAILEY
MSG, MEARNG
Human Resources Specialist
(Recruitment & Placement/Compensation)

INTRODUCTION:

This position is located in the Operations and Training Section of an Army National Guard (ARNG) Aviation Support facility (AASF). The purpose of position is to manage the Operations and Training Section of the AASF and to perform flight instructor duties. The incumbent supervises 3-12 aircraft flight instructors, flight engineers and flight operations specialist.

DUTIES AND RESPONSIBILITIES:

- (1) Directs and coordinates all flight operations and training activities at the installation and supervises the AASF Flight Operations Section. Manages the Aviation Training Program for the AASF and oversees the Additional Flight Training Program(AFTP). Consults with unit commanders to determine the training requirements to enable individual aviators and crew members to maintain combat readiness and proficiency in given types of aircraft. Formulates and oversees individual aviator and crew member training to achieve the specified training goals. Plans flying programs in cooperation with maintenance personnel to promote maximum utilization of aircraft and accessory equipment. Oversees flight cost analysis and coordination of all flight mission requests other than in connection with Annual Training and Aviation Unit Inactive Duty Training. Oversees execution of the training program in accordance with the Aircrew Training Manual(ATM) Flight Training Program for aviators and crew members, utilizing single or twin (multi) engine aircraft (airplane or helicopters). This program includes instruction and evaluation of rated aviators and, where appropriate, crew members in basic and advanced flight and instrument flight techniques required to fly tactical and combat type operations. The assignments involve a broad range of hazards from minimal to substantial depending on nature of the training which includes the use of night vision devices and the conduct of aerial gunnery, multi-ship operations and air-to-air combat maneuvers in a terrain flight environment. The incumbent is required to perform these flight maneuvers during day and night under adverse weather conditions, at maximum gross weight, outside the recommended weight velocity profile, over hazardous terrain such as mountain, high desert and heavily vegetated areas with few or no safe emergency landing areas. Advises briefs and represents the commander on status of training and operations programs and related issues.
- (2) Plans work to be accomplished by the organization which consists of 3 to 12 subordinates in grades through GS-13. Sets priorities and prepares schedules for completion of work. Makes assignments based on priorities, difficulty and requirements of the assignment and the capabilities of individual employees. Conducts employment interviews. Recommends employees for appointment, promotion or reassignment. Prepares performance standards. Monitors and evaluates employee performance. Assists employees in reaching performance goals. Informs subordinates of agency policies and programs. Hears complaints and grievances from employees. Resolves those which can be informally resolved, and/or makes recommendations for resolution to appropriate deciding official. Identifies developmental and training needs of employees and provides or obtains training. Approves and/or disapproves leave requests. Promotes acceptance and adherence of programs such as Equal Employment Opportunity, labor-Management Relations and other similar special emphasis programs. . Maintains an effective position management program. Maintains an effective position management program. Assures position descriptions are accurate and positions are operating as intended.

- (3) Plans, establishes and updates the standard operating procedures required for the safe and efficient operation of aircraft and transient aircraft. Establishes procedures concerning the operation of aircraft within the local flying area. Coordinates such procedures with military, municipal and local FAA Air Traffic Control authorities to assure compatibility of ASSF originating traffic with other air traffic in the area. Responsible for assuring that all assigned, attached and transient aviators receive a thorough pre-flight briefing prior to departure. Spot checks flight plans to ensure accuracy and compliance with local directives and pertinent regulations.
- (4) Trains and evaluates pilots in basic and advanced instrument flight procedures characterized by substantial degree of hazard and using the technique of operating an aircraft through reference to instruments as well as visual reference to the terrain and horizon. This involves instrument flight navigation on and off the federal airway structure through the use of automatic direction and instrument landing systems and/or combat mission related training in attack or heavy transport helicopters. Prepares and presents classroom instruction on aircraft operating procedures, tactical mission procedures, aircraft survivability systems and employment of these systems using current tactical doctrines. Develops POIs for proper utilization of aviators and aerial observer training requirements. Trains and evaluates instructor pilots on tactical techniques of instruction.
- (5) Performs other duties as assigned.